CIO Council Meeting Minutes

May 27, 2004–

The May meeting was held at the Judicial Building Auditorium from 1:00 – 3:00 p.m.

1. ***Welcome and Introductions*** – Leon Schwartz welcomed everyone to the meeting and asked everyone to introduce themselves.

2. ***EIP Assessment Update***
   - Wes Hunsberger is the contact for the survey. Wes will provide a Question and Answer response and an updated worksheet on Wednesday, June 2nd.
   - Introduction of Tim and Mark from the Coeur Group
   - Discussed survey objective which is to define value of IT, enable infrastructure, and collect baseline information through 3 scenarios determined by the EIP Steering Committee. Timeline: December 1st receive final report, December 15th present to legislature, January legislative decision,
   - Interviews with agencies are to be held during July and August. Scheduling will start next week.

3. ***ICN and ITE Update***
   - RFI drafted and sent to CIO Spam Filtering Subcommittee for review
   - RFI released for document and email management on how to provide integrated system to comply with longevity/archival period rules. State Archivist will be putting additional rules in place.
        Discussion regarding:
        - Compliance across multi e-mail systems
        - Unfunded initiative
   - Web performance improvement being explored with Iowa Access vendor. Lorrie Tritch and Cathy Williams are coordinating the review.
   - Discussed open issues with I3 implementation

4. ***DAS Reorganization***
   John Gillespie updated CIO members on DAS reorganization which will be distributed through DAS newsletter.

5. ***Cyber Security Task Force Update***
   CISO Office to be created. Governor has received the report which is awaiting public release. ITE security office continues to provide services.

6. *Enterprise IT Planning Update*

Distributed the attached document addressing how IT needs to be structure to meet Enterprise needs. The purpose, vision, and goals have been defined. Work groups to develop tactical plan are being established. Timeline for completion is next 4 – 5 months.

Discussion regarding:
- NASCIO architecture team available to come in for 1 week
- How do we expand involvement of other IT resources and business areas
- Goal to have package ready by October
- Demonstrate federated approach can and does work

"State IT Strategic
Draft May 5.doc"

7. *DAS IT Customer Council Update*

Discussion on state of rates:
- FY 06 rate setting underway with tentative rates being discussed
- FY 05 rates in place and agency meeting should be done by July
- FY 06 I3 rate being developed

Customer Council terms moving to 3 year term

8. *Standards Issues – Electronic Forms and Enterprise Survey Software*

Electronic Forms – Continue working on electronic forms standard following State of Michigan Model.

Enterprise Survey Software – Continue to meet and identify needs

9. *ITS Series Selective Certification Review*

Responses wanted earlier this week – Large agencies have not responded.

Subcommittee being formed to assist with the following goals:
- Eliminate unused certifications (sunset technologies)
- Better define job classifications and selectives used

Contact Leon if you would like to volunteer to be on committee

10. *Other Issues*

Discussed the purchasing process changes being considered. CIO subcommittee working with DAS to review exempt items.

The Next CIO Council meeting is scheduled for June 24, 2004 from 1:00 – 3:00 p.m. at the First Floor Grimes North Conference Room.

Attendees of the May 27, 2004 CIO Meeting

CIO Council Members Present

Last Name	First Name	Department
Erickson	Erwin	Auditor's office
Gast	Steve	DOT
Grund	Larry	DPS
Halterman	Evelyn	ILOT
Hellstern	Robert	IVH
Jacobs	Richard	IDRF
McLaughlin	Tim	DIA
Munson	Margaret	COM
Murphy	Larry	Judicial
Paeth	Peter	ILEA
Schwartz	Leon	IPERS

Others Present

Last Name	First Name	Department
Bacino	Mike	ICN
Gillispie	John	ITE
Hunsberger	Wes	ITE
Mehta	Nadir	ITE
Roeder-Grubb	Laura	Human Rights
Tritch	Lorrie	ITD
Thompson	Diana	IWD
Tamasi	Mary	DNR
Peterson	Mark	Coeur Group